

Case Estimate Form

Estimated number of total promotion/tenure cases:
(This # reflects the total of all 4 subtotals below)

Subtotals

(Please add additional lines as needed or if numerous cases, provide a table/spreadsheet containing all requested information)

- 1) Estimated number of promotion(s) to **Full Professor/Librarian** cases:

Name:
Anticipated submission date:

Name:
Anticipated submission date:

*Due October 1 for Full Professors/Librarians with an anticipated appointment date of July 1, 2026
Due December 1 for Full Professors with an anticipated appointment date of September 1, 2026.*

- 2) Estimated number of promotion(s) to **Associate Professor/Librarian with award of tenure** cases:

Name:
Anticipated submission date:

Name:
Anticipated submission date:

*Due October 1 for Associate Professors/Librarians with an anticipated appointment date of January 1, 2026.
All additional dossiers are due February 1, 2026. This deadline is the last possible submission date for all dossiers to be considered for review during this academic year.*

- 3) Number of dossier(s) for **new Associate Professor** faculty:

Name:
Anticipated submission date:

- 4) Number of dossier(s) for **new Full Professor**:

Name:
Anticipated submission date:

Unit:
Contact:
Email:
Phone:
Date: